



SHORELINE PERMIT SUBMITTAL CHECKLIST

Community Development Department ♦ 80 Columbia Avenue ♦ Marysville, WA 98270
(360) 363-8100 ♦ (360) 651-5099 FAX ♦ Office Hours: Monday - Friday 7:30 AM - 4:00 PM

- ☐ Application Fee
 - \$1,000.00 Administrative Review OR
 - \$5,000.00 Conditional Use or Variance with Public Hearing
- ☐ Land Use Application
- ☐ Joint Aquatic Resources Permit Application (JARPA) form
- ☐ Title Report aka "Plat Certificate" (2 copies, current within **30 days of submittal**)
- ☐ Vicinity Map
- ☐ Environmental (SEPA) Checklist (5 copies, signed and dated, applicable fee)
- ☐ Shoreline Site Plan (6 full size copies and 1 reduced to 11 x 17") – to include:
 - The name of the project;
 - The date, north arrow and appropriate engineering scale as approved by the Planning Department (e.g., 1" = 20', 1" = 30', 1" = 40', 1" = 50", 1" = 60');
 - Site boundaries;
 - Property dimensions in vicinity of project;
 - Ordinary High Water Mark (OHWM);
 - Typical cross-section or sections showing:
 - Existing ground elevations
 - Proposed ground elevations
 - Height of existing structures;
 - Height of proposed structures.
 - Proposed land contours using 5-foot intervals on areas landward of Ordinary High Water Mark if development involves grading, cutting, filling or other alteration of contours;
 - Dimensions and locations of existing and proposed structures;
 - Identify source, composition, and volume of cut/fill materials, and proposed disposal area;
 - Location of proposed utilities (i.e. sewer, septic tanks/drainfields, water, gas, electricity, etc.);
 - If the development proposes septic tanks, do they comply with SHD and state regulations?
 - Shoreline designation according to master program; and
 - Depict which areas are shorelines and which are shorelines of state-wide significance.

Additional application requirements. If the City finds the presence of any of the following site conditions, then the City may require the applicant to provide additional information such as detailed studies and site plans. If a detailed study is required, please submit 5 copies of the study with the application package.

1. Site has existing slopes exceeding 15 percent for more than 50 running feet;
2. Site has permanent drainage course or wetlands;
3. Conditions exist on the site or in the area adjacent to the site which may contribute to or cause erosion, drainage problems, surface slippage or other geological hazards;
4. Site has other unique physical features or sensitive features; and/or
5. The proposed development will result in 10 or more PM peak hour vehicular trips onto public streets, or sight distance/safety concerns.